

Building a Foundation for Sustainable Library Publishing: Quantitative Tools & Practical Methods

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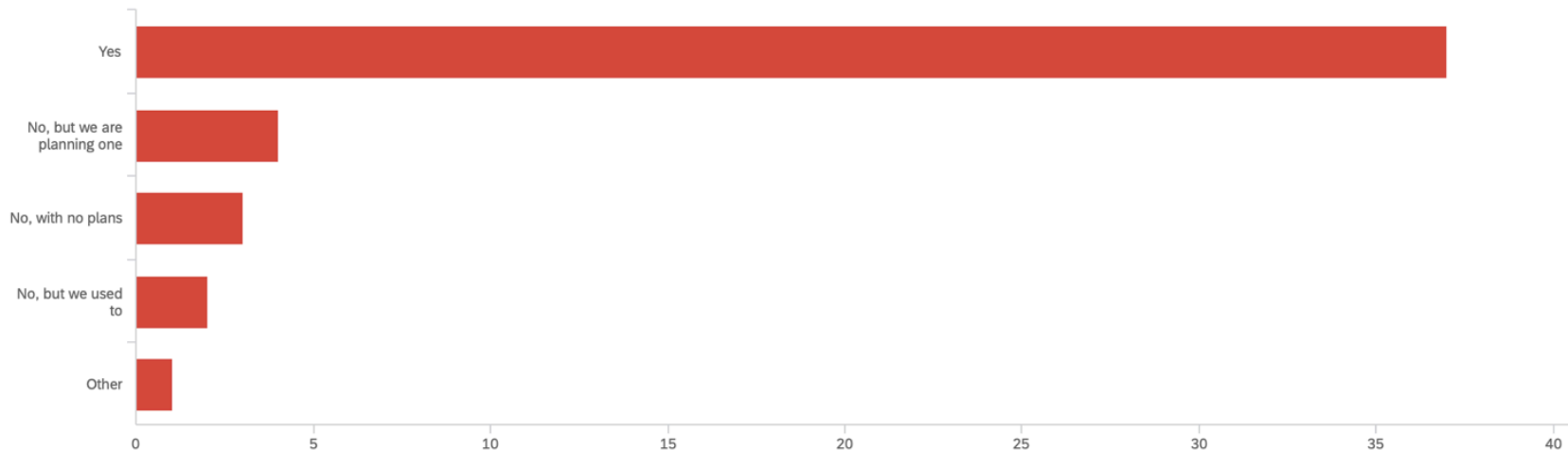




Publisher Programs: Poll Results

Q1 - Do you have a journal publishing program?

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Today's Presentation

1. Introductions
2. Sustainability Overview
3. IU's examples
4. Activity 1: Making Assessment Forms
5. Sustainability in Action
6. Activity 2: New Journal Scenario
7. Conclusions/Wrapping Up
8. Additional Questions

Why Sustainability?

- Great for budgetary request and management
- Preventing burnout and overworking of library employees
- Fair division of labor between publisher and journal editors
- Ensuring commitments that will last as journal program grows





Measuring Sustainability

Quantitative:

- Full time equivalent (FTE) workforce
- Amount of journals/projects your system can sustain
- Amount of new journals/projects that can be taken on at one time
- Understanding labor required for tasks in the publishing workflow

Qualitative:

- Assessing editor satisfaction
- Managing balanced workload
- Publishing high quality content
- Prioritizing needs of institution, strategic mission



Indiana University's Approach

- Qualtrics forms
- Points-based internal assessment
- Quarterly program evaluation meetings





Evaluation Forms

Qualtrics forms using scoring feature:

Journal Application Form

(<http://go.iu.edu/2sRQ>) ->

Journal Points Evaluation

Form (<http://go.iu.edu/2sJY>)

Four categories:

- Mandatory startup
- Optional startup
- Mandatory operational
- Optional operational



Current Resources and Workflow

1. Prospective journal reaches out
2. Respond with our email template asking journal to complete **Journal Application Form**: <http://go.iu.edu/2sRQ>
 - a. (optional) Intake meeting to overview any questions/concerns
3. Department fills out **Journal Points Evaluation Form**:
<http://go.iu.edu/2sJY>
4. Next **Quarterly Journal Evaluation Meeting**
 - a. Points for existing journals and currently available FTE reassessed
 - b. Total points available for that quarter assessed
5. Journal is rejected or placed in queue



Assigning Values

STARTUP - MANDATORY	
Onboarding consultation	1
New website setup	2
Editorial training	2
OPERATIONAL - MANDATORY	
Preservation and records management	1
Cataloging/serial solutions	1

STARTUP - OPTIONAL	
Custom editorial workflow	2
Copyright consultation	1
DOAJ indexing	3
OPERATIONAL - OPTIONAL	
Developer customization	8
Metrics report	2
Full text XML	2



The formula and FTE

Calculate FTE for your program

- Examine job descriptions
- If possible for existing programs, utilize existing assessment forms and figure out how much time is spent on library publishing activities

1 point = 1 hour of work per quarter

Existing publishing programs will need to calculate points for currently established journals

(FTE DEDICATED TO PUBLISHING) x (40 hours) x (weeks per assessment period) = POINTS AVAILABLE FOR THAT PERIOD



IU: Q1 2019 and Q1 2020

2 staff set to dedicate 35% of their time to publishing program, 30% of total (2 graduate, 10 hours per week) student time for publishing projects
(.85 FTE)

(.85 FTE x 40 hours per week x 13 weeks per quarter = 442 points)

Points from existing journals: 376

AVAILABLE POINTS: 66

1 staff set to dedicate 40% of their time to publishing program, 30% of total (4 graduate, 10 hours per week) student time for publishing projects
(.70 FTE)

(.70 FTE x 40 hours per week x 13 weeks per quarter = 364 points)

Points from existing journals: 343

AVAILABLE POINTS: 21



ACTIVITY 1: Sustainability Assessment Process

FTE Quick Poll

- (1) Estimate your total available points per quarter based on FTE in your own program (*weekly FTE x 13*);
- (2) Assume that for the next quarter the points from existing journals = 150
- (3) Now calculate your available points for onboarding new journals
save this number for our next activity

Publishing Labor and Responsibilities

- Identify (and place into your MOU) three categories:
 - Services that will be solely provided by the library as publisher
 - Responsibilities that are entirely the editorial board's
 - Responsibilities shared between the two



Developer Labor and Technical Debt



- What developer resources can your institution provide?
- What can you promise to your editors?
- Remember: better to restrict customization initially for longterm sustainability



Growing Pains

- XML formats and platform changes over time
- Initial journals given far more customization
- Managing rapidly changing student editors



ACTIVITY: Onboarding Journal Scenario

SHARE YOUR RESPONSES IN OUR PADLET - <https://bit.ly/sustain-iu>

A notable scholarly journal has had discussions over the past 2 years about switching to your program. About a year ago, while waiting for their journal application form, you conducted the initial consultation and editorial training (3 points total). **After a year of silence your point of contact reaches out to ask you to redo the initial consultation and editorial training session because there is a new Chief Editor and some board members have changed.** The application form is still outstanding but based on your conversations you use the Journal Evaluation form to calculate that **48 points** will be needed to onboard and maintain the journal over the next quarter (*38 points for transferring 19 back issues, 4 points for the journal flipping consultation, 1 point for DOI minting & 5 points for mandatory activities*). How do you respond?



Wrapping Up

Quantitative methods provide tools for sustainability and accountability

Other factors may affect decision making, but these tools can provide a starting point & justification for decision making, as well as a means of managing workload.

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Questions?



Resources

Contact us at
iusw@indiana.edu for
more info!

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<https://bit.ly/lpf-iu>

List of resources:

<https://bit.ly/resources-iu>

This link includes:

- Journal Application Form (link to survey and PDF)
- Journal Point Evaluation Form (link to survey and PDF)
- Sample of completed Journal Point Evaluation Form
- Indiana University's MOU for new journals
- New Journal Toolkit